



Cherry Hill Board of Fire Commissioners

Cherry Hill Fire District #13
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Chairperson
Ryan M. Doran

Secretary/Clerk
Sara Lipsett

Treasurer
John J. Mulholland, Jr

At Large
William P. Kelly

At Large
Rosy Arroyo

MINUTES WORKSHOP MEETING **MARCH 14, 2024**

In accordance with Section 5 of the Open Public Meetings Act, Chapter 231 P.L. 1975, notice of this meeting was posted on the Fire District and Township of Cherry Hill bulletin board designed for that purpose. Notice was published in the official newspapers on December 28, 2023.

CALL TO ORDER

Public meeting call to order at 19:00 hours .

FLAG SALUTE

ROLL CALL

ARROYO	PRESENT
DORAN	PRESENT
KELLY	PRESENT
LIPSETT	PRESENT
MULHOLLAND	PRESENT

Also present: Fire Chief Houlihan, AC DeLucca, AC McGeady, BC Reis, EMS Lt. Schaub and PSA Fiorentini.

DISCUSSION ITEMS

- EMS Lt. Schaub thanked the Board for their support in increasing the EMS staffing. Lt. Schaub briefed the Board on the current Per Diem EMT testing that is underway; current EMS training initiatives that are taking place such as the CPR Instructor Course, the Severe Situation Training that will take place in April and May and the Active Shooter Training.
- BC Reis briefed the Board on the Fire Department training that is underway; such as the Incident Command for High Rise Training that will take place next week, the acquired structure training utilizing the One Cherry Hill office building, the vacant Pool and Spa building on Route 70 and the Live Fire Training which is made available through grant funding. BC Reis also reported that the drawings and specifications for the new Engine are almost completed and will be submitted to the Office of the Fire Chief. BC Reis gave the Board a summary of the recent fire activity for the Month.

- Fire Chief Houlihan briefed the Board on the full time EMS hiring; one Per Diem EMT is moving forward in the full time hiring process and one full time applicant did not make it through the background process. Per Diem EMT testing is moving forward.

Chief Houlihan advised the Board that we have experienced a drop off in our EMS billing revenue due to an IT issue with a third party clearing house that is used by our EMS billing company. The Chief reminded the Board that this is why we used a conservative estimate in our EMS revenue line when preparing the budget.

Chief Houlihan briefly commented on the recent news reports regarding the Camden Fire Department's fleet. He took this opportunity to thank our Motor Maintenance division for their continued work on our fleet, which is also aging and placing us in a similar situation as Camden as we wait for delivery of new apparatus and ambulances. It is through the efforts of our Motor Maintenance division that keeps us operational. We are exploring how we may be able to assist the Camden Fire Department in emergency breakdown situations as they work through these repair issues.

Chief Houlihan briefed the Board on the Maple Shade response plan; to date our status has not changed. The three towns that are assisting Maple Shade Township are reviewing the proposed Shared Services agreement, which will include a monthly fee for response coverage that will be effective back to February 5, 2024 and will include a termination date.

The Chief reported on the cost of adding the additional four-man company to the daily staffing using overtime, as estimates indicate it would cost an additional \$300,000.00. Costs could go higher if Officers are needed to be hired; the Field Command Office is performing a two-week trial on paper only to document and project the implementation plan.

Chief Houlihan briefed the Board on recent grant activity; the Fire Department received a \$75,000.00 grant from the State that will be used for the replacement of personnel protective equipment. The Fire Department has also applied for an AFG grant for the replacement of our Rescue apparatus and our portable radios that now cost approximately \$3,500.00 each. The Chief thanked the efforts of our Grant writing group.

PUBLIC COMMENT PRIOR TO CLOSE OF MEETING

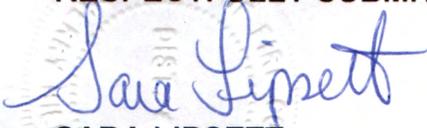
THIS SECTION OF THE PUBLIC MEETING IS RESERVED FOR THE COMMISSIONERS TO ACCEPT "COMMENTS" FROM THE PUBLIC. IF A COMMISSIONER WISHES TO RESPOND TO ANY OF THE COMMENTS, IT WILL BE DONE AFTER THE COMMENT PORTION OF THE MEETING IS CLOSED. PUBLIC COMMENTS SHALL BE DIRECTED THROUGH THE CHAIRPERSON.

There were no public comments received.

MOTION TO ADJOURN MEETING

Motion by Commissioner Mulholland and seconded by Commissioner Lipsett to adjourn meeting at 19:25 hours. Motion carried.

RESPECTFULLY SUBMITTED



**SARA LIPSETT
CLERK, B.O.F.C. DIST. #13**